Colchester Public Schools

ADDITION OF CROSS REFERENCES

9323

BYLAWS OF THE BOARD

AGENDA CONSTRUCTION/MEETING MATERIALS

The Superintendent of Schools shall prepare all agendas and supportive materials for meetings of the Board. In doing so, the Superintendent shall consult with the Board Chairperson and appropriate members of the administrative staff. Any Board member who wishes to have an item included on the agenda shall notify the Board Chairman in sufficient time for the Superintendent to review the request with the Board Chairperson for his or her decision on agenda placement. The agenda shall provide time for members of the public who wish to speak briefly on an item before the Board.

The agenda and supporting materials shall be distributed to Board members prior to the Board meeting in sufficient time to allow the members to consider the issues carefully. Board members seeking inclusion of agenda items are also encouraged to provide supportive and explanatory material.

Agendas shall also be made available to the press, representatives of the community, staff, town agency representatives, school administrators, and to others upon request. Agendas for regular Board of Education meetings shall be available to the public in the Superintendent of School's office, posted on the District's Internet website, and shall be filed with the Town Clerk, not less than 24 hours in advance of the meeting time. The same requirements shall be met for special meetings of the Board unless called in an emergency with less than 24 hours notice.

(cf. 1120 Public Participation at Board Meetings)
(cf. 1331 Smoke Free Environment)
(cf. 9121 Board Officers)
(cf. 9321 Time, Place, Notification for Meetings)
(cf. 9324 Meeting Conduct & Parliamentary Procedures)
(cf. 9325.1 Quorum)
(cf. 9325.2 Order of Business)
(cf. 9326 Minutes)

Legal Reference: Connecticut General Statutes

1-225 Meetings of government agencies to be public. Recording of votes. Schedule and agenda of meetings to be filed. Notice of special meetings. Executive sessions. (subsection (a) re agenda), (as amended by June 11 Special Session, PA 08-3)

Bylaw adopted: November 18, 1997
Bylaw revision: July 12, 2011
Bylaw revision: July 13, 2021

COLCHESTER PUBLIC SCHOOLS
Colchester, Connecticut